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Decent

Dear Temporary Food Establishment Operator:

The City of San Antonio is constantly exploring means and methods to facilitate interactions between the City and its citizens and visitors. Because of its very accommodating climate, San Antonio is host to many special events at which food and beverages are dispensed. As each booth must be licensed, the San Antonio Metropolitan Health District has now made advance payment of license fees possible for customer convenience. These license fees shall now be paid at the Development and Business Service Center (DBSC) located at 1901 South Alamo Street. The hours of operation are 7:45 am to 4:30 pm Monday thru Friday. The license fees must be paid at least three (3) weekdays prior to the event. The event coordinator or person in charge of the event is responsible for insuring that payment is made.

The first day of the event, a Sanitarian will contact the person in charge to validate that license fees have been paid. The Sanitarian will then inspect and license the food and beverage booths. Any booth not having prepaid for a license may be issued a Notice of Violation and the fee must be paid the next business day at the DBSC. Sanitarians cannot accept payment for fees at the event.

The Health District is here to provide assistance and guidance to implement this new procedure. If you have any questions concerning temporary food establishments, please contact the Health District at 210-207-8853 for more information.

Fernando A. Guerra, M.D., M.P.H.
Director of Health

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SAN ANTONIO METROPOLITAN HEALTH DISTRICT FOOD SANITATION DIVISION



REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS

Temporary Food Establishments may be operated during special events and celebrations for a time not to exceed fourteen (14) consecutive days. You may contact the *Food Sanitation Division* at **207-0135** and arrange to meet with a Sanitarian who will discuss the "Rules on Temporary Food Service" with you and your organization. You are considered "open to the public" if you advertise your event using any medium that has a general distribution or if banners or signs are displayed in public view. All temporary food service operations shall meet the requirements of the Temporary Food Establishment Code (*Chapter 13-213*), be inspected, approved and licensed before the actual operations begin.

A license fee of **\$30.90 per booth, per day**, will be charged for all food and drink booths. Fees shall be paid prior to commencing operations.

For customer convenience, advance payment of license fees is now available. Fees shall be paid at the Development and Business Service Center, located at 1901 South Alamo Street. The hours of operation are 7:45 am to 4:30 pm Monday thru Friday.

The license fees must be paid for at least three (3) days prior to the event but no more than fourteen (14) days before the event and are non-refundable. The event coordinator or person in charge of the event is responsible for insuring that payment is made.

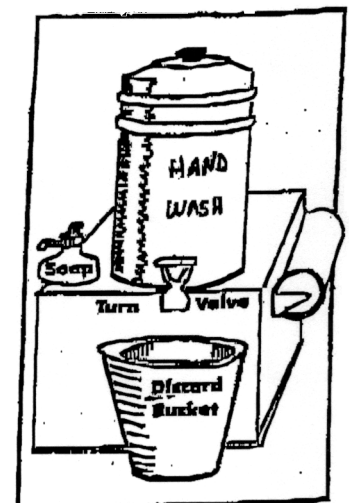
Each booth must be inspected by a Sanitarian before it is permitted to open for business.

- Licenses will be issued at that time to each booth or to the event coordinator for distribution.
- Proof of purchase must be presented at the beginning of the event to the Sanitarian.
- Any booth not having prepaid for a license may be issued a Notice of Violation.
- Sanitariums cannot accept payment for licenses at the event.

OPERATIONS

The *Temporary Food Establishment Code* requires inspection and licensing of all food and drink stands at special events. The requirements for these stands are as follows:

- ◆ Food and drink shall be dispensed from a roofed concession stand. Charcoal cookers may be placed outside the stand and away from potential overhead contamination. An impervious floor shall be installed if the booth is not placed on concrete or rolled asphalt. (Cardboard or carpet is not an acceptable floor covering.)
- ◆ Each temporary food establishment preparing or serving food, other than drinks, shall have the following items present in the booth before being approved for operation and during operating hours. Food and Drink Booths shall have:
 - A handwashing station with running water is required. This shall consist of a clean water container with a spigot, filled with potable water, and catch basin to hold the wastewater until properly disposed. Note: A push button spigot is not approved
 - Soap and paper towels for handwashing.
 - Two (2) plastic or metal containers (5 gallon minimum capacity) to wash and sanitize utensils used in the booth.
 - A small bottle of liquid detergent for utensil washing.
 - A container of potable water if running water is not available.
 - Facilities for trash: Plastic bags or metal or plastic waste receptacles with lids.
 - A scoop for dispensing ice
 - A small bottle of bleach for sanitizing (2 teaspoons per gal. of water)
 - Facilities to maintain perishable foods at temperatures of 41°F or less or 140°F or greater.



- ◆ Molcajete shall not be used for food preparation. They are approved for food display ONLY, provided that an acceptable plastic or metal container is inserted in the molcajete between the food and the porous surface of the molcajete. Also, galvanized metal is not approved for food contact including the cooking of food products.
- ◆ Breather shields (*sneeze guards*) shall be used if food is to be displayed on the service counter where the public may have access to it. Self-service items such as pickles, onions, hot sauce, etc. shall be stored in containers with flip-top lids or covers.

PROCEDURES

- ◆ All foods must be from an approved source and/or licensed facility or prepared in the temporary food establishment. An approved source is considered an establishment that is under inspection and/or licensed by a health authority. No homemade cakes, cookies, beans, tacos, or other preparations are permitted to be sold. We cannot approve or license a private home.
- ◆ Hot, potentially hazardous food prepared in advance in a licensed food establishment and refrigerated must be reheated at a fast rate to 165°F before being placed into steam tables or other devices to maintain a temperature of 140°F. Holding devices, such as steam tables, will not heat a refrigerated product fast enough to inhibit the growth of harmful bacteria. Slow cooking devices (crock pots) are unacceptable for reheating of foods.
- ◆ Frozen foods should be thawed in a refrigerator or walk-in cooler, or, in some instances, under cold running water. Never thaw frozen turkey, chicken, meat or other potentially hazardous foods at ambient temperature.

Potentially hazardous foods left out at ambient temperature for more than four (4) hours, or foods contaminated by flies, roaches, air, coughing, sneezing, or other means, may cause foodborne illnesses due to the fast reproduction of harmful bacteria. Foods found under these conditions must be discarded.

- ◆ All vegetables and fruits should be washed before processing for cooking and making salads, guacamole, pico de gallo, chili sauces, fruit salads, etc. A small amount of vinegar will help preserve chili sauces.

If shell oysters are used, the tags from the bags or boxes they are packaged in must be kept for ninety (90) days to be able to trace the shipment should a problem develop. Shucked oysters need to be maintained at 41°F or below in the original container.

- ◆ Persons working in the booth should wear clean clothes and wear approved hair restraints to protect the food. Rings and bracelets should not be worn.
- ◆ The booth shall be cleaned at the end of each day, or more frequently if required, to reduce the attraction of rodents and roaches. The water in utensil-washing and handwashing containers must be changed when it becomes dirty. All wastewater must be disposed of in an approved manner.
- ◆ Store all food products and single service articles (disposable) at least six (6) inches above the ground.

It is recommended that Children under the age of 14 are not permitted to work or be in the food booth.

